

**MINUTES OF MEETING
PALM BAY
COMMUNITY DEVELOPMENT DISTRICT**

A Public Hearing and Regular Meeting of the Palm Bay Community Development District's Board of Supervisors were held on **Thursday, August 27, 2015 at 9:30 a.m.**, at the **Courtyard by Marriott Tampa/Oldsmar, 4014 Tampa Road, Oldsmar, Florida 34677.**

Present and constituting a quorum were:

Jeff Croskey	Chair
Rob Bergman	Vice Chair
Joe Aschenbrenner	Assistant Secretary

Also present:

Chuck Adams	District Manager
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FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:35 a.m., and noted, for the record, that Supervisors Bergman, Aschenbrenner and Croskey were present, in person. Supervisors Turner and Jones were not present.

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Public Hearing to Hear Comments and
Objections on the Adoption of the
District's Final Budget for Fiscal Year
2015/2016, Pursuant to Florida Law**

A. Affidavit of Publication

Mr. Adams presented the proof of publication of today's Public Hearing and Regular Meeting.

B. Consideration of Resolution 2015-7, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2015, and Ending September 30, 2016; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Adams presented Resolution 2015-7 for the Board's consideration. He indicated that Exhibit A to the resolution was the budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016. Mr. Adams noted that the proposed Fiscal Year 2016 budget was last revised June 8, 2015.

Mr. Adams pointed out a significant adjustment to the "Capital outlay" line item, under "Access control", which increased from \$0 to \$10,000, to allow for refurbishment of the gate system. Mr. Adams noted that other line items generally remain the same.

Mr. Adams referred to the "Assessment Summary", on Page 6, and advised that the Fiscal Year 2016 assessment was approximately 2% lower than the Fiscal Year 2015 assessment.

Mr. Adams stated that the budget continues to carry a \$65,000 "Capital outlay" line item, under "Roadway/signage/street lighting". He noted that the money will be available for whatever usage the Board deems appropriate, as most "Roadway/signage/street lighting" work was completed over the last few years.

Mr. Adams stated that the fund balance is anticipated to remain healthy, with a projected Fiscal Year 2016 year end balance of \$72,821, provided revenues are received and expenditures are "spot on".

Mr. Adams stated that the "Enterprise" fund was very healthy. He noted that expenditure levels remained about the same; the only changes to expenditures were under the "Maintenance costs" and "Depreciation" line items. He indicated that the lift station was refurbished in Fiscal Year 2015; therefore, those "Maintenance costs" did not need to be budgeted at such a high level in Fiscal Year 2016. Mr. Adams noted that the fund was fully depreciated so the "Depreciation" amount was removed. Mr. Adams advised that a healthy "Enterprise fund" balance of \$88,089 was projected for the end of Fiscal Year 2016. Mr. Adams pointed out that, a few years ago, this fund has a negative balance.

Mr. Aschenbrenner asked if the "Landscape maintenance" budget included the additions that were previously discussed. Mr. Adams replied affirmatively.

Mr. Bergman inquired about a new contract with Baycut. Mr. Adams indicated that the new contract must be executed; the new contract did not come before the Board, as it is already

appropriated for within the budget. He clarified that the new contract included the additions previously discussed, such as raking the volleyball court, under an updated scope of services, and it was far more detailed than the original contract.

In response to a Board Member’s question regarding the \$10,000 added to “Capital outlay”, under “Access control”, Mr. Adams stated that the \$10,000 was set aside specifically for refurbishment and upgrades, separate from the “Repair and maintenance” line item.

Mr. Croskey asked about funds remaining in the Fiscal Year 2015 budget to repair the electric at the gate. Mr. Adams referred to Page 2 of the Unaudited Financial Statements, noting that, at the end of July, just over \$1,000 of the \$3,000 budgeted for “Repairs and maintenance”, under “Roadway/signage/street lighting”, was spent.

Mr. Adams advised that September is the last month of the fiscal year; therefore, the Board might want to consider the small items but leave larger items to be billed in Fiscal Year 2016. He noted that, most likely, by the time the vendors prepared proposals, ordered parts and scheduled work, Fiscal Year 2015 will have come to a close. Mr. Adams reiterated that the work can commence, as long as it is billed in Fiscal Year 2016.

Mr. Croskey received the invoice for the repairs to the boatlift, which he left at home. Mr. Adams stated that it could be scanned and emailed to him. Mr. Croskey noted that the invoice was less than anticipated.

*****Mr. Adams opened the Public Hearing.*****

There were no public comments.

*****Mr. Adams closed the Public Hearing.*****

On MOTION by Mr. Croskey and seconded by Mr. Aschenbrenner, with all in favor, Resolution 2015-7, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2015, and Ending September 30, 2016; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2015-8, Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Adams presented Resolution 2015-8 for the Board’s consideration. He explained that the resolution incorporates the Fiscal Year 2016 adopted budget, the appropriation and assessment levels and directs Staff to certify and submit a lien roll to the Hillsborough County Tax Collector for placement of the assessments on the property tax bills.

On MOTION by Mr. Aschenbrenner and seconded by Mr. Croskey, with all in favor, Resolution 2015-8, Imposing Special Assessments and Certifying an Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2015-9, Adopting the Annual Meeting Schedule for Fiscal Year 2015/2016

Mr. Adams presented Resolution 2015-9 for the Board’s consideration.

Mr. Adams indicated that the Thursday, November 19, 2015 Landowner’s Meeting was not required and should be stricken from the schedule. He stated that Landowners’ Meetings are held on an even year cycle and the next will be held in 2016.

In response to a question from a Board Member, Mr. Adams advised that the purpose of the Landowners’ Meeting was to hold elections to fill expired Board Seats. Mr. Adams noted that Seats 1, 4 and 5 will be up for election in November, 2016.

On MOTION by Mr. Bergman and seconded by Mr. Aschenbrenner, with all in favor, Resolution 2015-9, Adopting the Annual Meeting Schedule for Fiscal Year 2015/2016, as amended, was adopted.

SIXTH ORDER OF BUSINESS

Approval of June 8, 2015 Regular Meeting Minutes

Mr. Adams presented the June 8, 2015 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Bergman and seconded by Mr. Aschenbrenner, with all in favor, the June 8, 2015 Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS

Other Business

Mr. Aschenbrenner received a call from Mr. Ken Joyce, a resident, stating mirror on Mr. Joyce's Hummer broke when the gate hit it; Mr. Joyce wanted the CDD to pay to repair it. Mr. Aschenbrenner stated that, at the time of the incident, the A1 Securities DVR was being repaired, so there was no footage to review. He noted that, at the time of the incident, the gate was opening and closing on its own. Mr. Aschenbrenner told Mr. Joyce to provide quotes for the repairs but Mr. Joyce never sent them.

Mr. Aschenbrenner asked if it was customary for the CDD to pay to repair vehicle damage caused by the gate, in case this issue arose again. Mr. Adams stated that a few claims were paid, many years ago, before the camera was operational, pointed correctly and data was collected. Mr. Adams indicated that, in this case, if there is no footage to review and the claim is a few hundred dollars, it can be processed. Mr. Adams clarified that the quote and Mr. Aschenbrenner's review of the facts should be emailed to him.

Mr. Bergman reported that there were paint samples on the wall and he asked if affected the budget if the painter does not complete the work in September. Mr. Adams stated that any budgeted funds not spent will be added to the fund balance.

Mr. Bergman noted that the Board agreed to let the HOA have more of a say in choosing a color. Mr. Croskey liked samples eight and nine or five and nine. A Board Member stated that the original Sherwin Williams lighter color samples were interior paint colors. The painter indicated that he would use them, if chosen but he would not stand by the work.

Mr. Bergman advised that the security building soffits were in need of attention and will be patched while the stucco work was being completed. Mr. Bergman stated that, if the soffits fall apart, it would not be difficult to repair them.

Mr. Bergman indicated that Baycut was supposed to prune the trees and remove debris around the wall so that it could be painted. He noted that some of the work was completed but the trees were not removed and the roots of the tree that is pushing up on the wall were not pruned. Mr. Bergman will contact Baycut.

In response to a Board Member’s question, Mr. Bergman noted that the painting had not commenced and the pressure washing, repairs, conditioning and painting would be performed at the same time. He reiterated that the HOA would make the final color decision.

A Board Member stated that the “spikes” on the gates were broken off and welded back on; however, the pieces could not continue to be welded forever. He recalled discussion about having the gates sanded and repowder-coated but the community would be without gates for several weeks. Updates will be provided by the Board Member.

Mr. Croskey stated that repairs were made to the boat lift. The trolley guide wheels and chain bags were replaced and the brakes were refilled. Mr. Croskey noted that the tech that performed the repairs had the idea to add a diagonal brace, which should prolong to life of the trolley guide wheels. Mr. Croskey indicated that the price was lower than anticipated but he did not have the cost for the brace.

Mr. Adams asked how the controls on the lift looked. Mr. Croskey stated that the controls are working fine but are starting to appear sun worn. Mr. Adams suggested that Mr. Croskey obtain proposals.

Mr. Bergman inquired about the status of new pavers and asked if there was interest in a different look, as the current pavers appear dated. Mr. Croskey noted a few options, one being cobblestone, another being an applied finish that is not brick, that can sink and break. He pointed out that Safety Harbor has these pavers and they look like stone. Mr. Adams advised that pavers will be an agenda item for the October meeting.

Discussion ensued regarding wear on pavers and asphalt.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no report, the next item followed.

B. Engineer

There being no report, the next item followed.

C. Manager

i. Approval of Unaudited Financial Statements as of July 31, 2014

Mr. Adams presented the Unaudited Financial Statements as of July 31, 2015. He stated that assessment revenue collections were at 100% and expenditures were at 113%, primarily due

to the “Capital outlay” line item, under “Roadway/signage/street lighting”. Mr. Adams stated that “we did not pull the trigger” in a timely manner on roadway funding, which was divided over two years but paid for in Fiscal Year 2015. Mr. Adams noted that project costs were under budget.

Mr. Adams stated that a budget amendment will be placed on the October agenda, to move money from fund balance to cover the incurred expenditure levels, which exceeded budget. Mr. Adams explained that, any time the appropriated expenditure level is exceeded, the budget must be amended to prevent a finding in the audit.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

There being no Supervisors’ requests, the next item followed.

TENTH ORDER OF BUSINESS

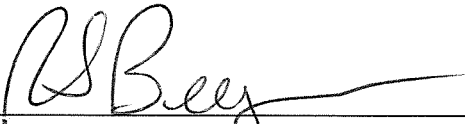
Adjournment

There being no further business to discuss, the meeting adjourned.

**On MOTION by Mr. Croskey and seconded by Mr. Bergman,
with all in favor, the meeting adjourned at 10:05 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair